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## MEETING MINUTES

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### March 23, 2006

A meeting of the Statewide Interoperability Executive Council (SIEC) was held on this date at Gowen Field, Boise, Idaho. Chair Lockwood called the meeting to order. Attendees and guests introduced themselves. There was a full quorum present.

#### Members Present:

- Chair R. Mark Lockwood, Idaho Chiefs of Police Association
- Fred Abt for Bill Bishop, Idaho Bureau of Homeland Security
- Bruce Allcott, Idaho Fire Chiefs Association
- Bob Burke, Idaho Dept. of Lands
- Michael Candelaria, United States Dept. of Interior
- Michele Carreras for Dia Gainor, Idaho Dept. of Health & Welfare
- Dan Charboneau, Idaho State Police
- Jerry Goetz, Federal Law Enforcement
- Lt. Col. Dean Hagerman for Lt. Col. Art Keen, Idaho National Guard
- Mary Halverson, Idaho Bureau of Homeland Security
- Douglas C. Melvin, U.S. Dept. of Homeland Security Transportation Security Administration
- Lorin Nielsen, Idaho Sheriffs Association
- Marcia Phillips, Idaho Association of Counties
- Joe Roche, Idaho Dept. of Administration

#### Staff:

- Dodie Collier, Project Manager, SIEC
- Sandy Harris, Administrative Assistant, SIEC

#### Others Present:

- Drew Bodie, Boise County Sheriff
- Carmen Boeger, Nampa Police
- Bruce Branlund, Motorola
- Ann Cronin, Idaho Emergency Communications Commission
- Lorraine Elfering, Canyon County Sheriff
- Adam Haas, Sparling
- Bart Hamilton, Ada County Sheriff Office/ Region 12 700 MHz RPC
- Todd, Herrera, Canyon County Sheriff
- Bob Howard, Bonner County Emergency Mgt.
- Matt Howarth, Motorola

- Nicola Jansen, Ada County Sheriff Office
- Brian Jordan, Kootenai County
- Craig Kingsbury, Nampa Police
- Scot Maring, Idaho Dept. of Administration
- Rhonda Morton, Idaho State Police
- Greg Newberry, White Cloud Comm.
- Kirby Ortiz, Gem State Comm.
- Stan Passey, Idaho State Police
- Lex Rutter, Dept. of Administration/ Microwave Services
- Les Shadduck, Ada County Sheriff Office
- Mark Wendelsdorf, Caldwell Fire Dept.
- Thor Wiegman, Bonner County
- Bruce Wille, ARINC
- Greg Zickau, Dept. of Administration-ITRMC

### **Review & Approve Minutes—Chair Lockwood**

There were no corrections to the February meeting minutes.

**MOTION: Charboneau made a motion to approve the minutes of the February 23, 2006, Statewide Interoperability Executive Council meeting, seconded by Phillips. The motion passed by a unanimous vote.**

### **700MHz Regional Planning Committee Update—Bart Hamilton, Chair**

Hamilton reported that the Region12 (Idaho) 700 MHz Region Plan was approved through the Federal Communications Commission (FCC). A Public Notice was issued on March 14, 2006. The Regional Planning Committee had difficulty coordinating the Plan with the state of Montana. The FCC did not excuse Montana from having to complete their review of the Plan and submitting the necessary paperwork, however the FCC did grant the waiver and set the standard for other regions across the country on what they will have to present to the FCC before they will grant another such waiver. Hamilton was asked to prepare a short report of what this action does and does not do for the citizens of Idaho. Click on the link below to view the Public Notice.

[http://hraunfoss.fcc.gov/edocs\\_public/attachmatch/DA-06-572A1.pdf](http://hraunfoss.fcc.gov/edocs_public/attachmatch/DA-06-572A1.pdf)

Hamilton also reported that Bannock County and Ada County are in the process of completing applications for their 700 MHz frequencies.

Lorraine Elfering, Canyon County Communications Manager, was asked to give an update on Canyon County communications. She stated that they are in the process of setting up a meeting to present an engineering study in April. The presentation will cover recommendations on sites, channels, console upgrades, and will include the bottom-line cost. Nampa Police and Caldwell Police were added to their committee.

Lockwood stated that SIRCOMM, which includes four counties in the Magic Valley, will receive their engineering study on March 24, 2006.

Passey was asked to comment on two FCC documents. On March 17, 2006, a Public Safety and Homeland Security Bureau was established within the FCC. Congress recommended that there

be a bureau to address the public safety needs. After Katrina the focus, again, is on public safety communication and how it failed. Also on March 17, 2006, the FCC released a Notice that they seek comment on proposals for modifying 700 MHz public safety spectrum to accommodate broadband communications.

Click on the link below to view the **FCC Commission Adopts Plan to Establish a Public Safety and Homeland Security Bureau document.**

[http://hraunfoss.fcc.gov/edocs\\_public/attachmatch/DOC-264395A1.pdf](http://hraunfoss.fcc.gov/edocs_public/attachmatch/DOC-264395A1.pdf)

Click on the link below to view the **FCC Seeks Comment on Proposals for Modifying 700 MHz Public Safety Spectrum to Accommodate Broadband Communications document.**

[http://hraunfoss.fcc.gov/edocs\\_public/attachmatch/DOC-264393A1.pdf](http://hraunfoss.fcc.gov/edocs_public/attachmatch/DOC-264393A1.pdf)

Candelaria was asked to report on a Department of Interior sponsored Radio Communications System Partnering Analysis Project that he received via email. A Statewide Partnering Opportunity Survey was attached. Collier, Melvin, and Candelaria will work together to complete the survey.

### **Idaho Emergency Communications Commission Update—Ann Cronin**

Cronin reported that the Emergency Communications Commission (ECC) had been in a “discussion mode” for several months and that she waited until she had some definitive information to offer to make a formal report before the SIEC Council. She expressed her appreciation, on behalf of the ECC, for Collier’s updates at their meetings each month.

Cronin reported on Vonage deploying their voice over internet protocol product and the Commission’s efforts to dispersing funds collected by Vonage. House Bill 695 amends the Emergency Communications Act to support the enhanced 911 capability including software and hardware purchases but not salaries of people who deliver the service. The Commission is seeking a qualified person to fill the position of the statewide E911 Project Manager. Some Commissioner appointments expire by August 2006. The Commission has sent letters to the associations sponsoring those Commissioners asking that they submit new appointment recommendations to the Governor. The next ECC meeting will be April 7, 2006 at 1:00 PM in the East Conference Room of the Joe R. Williams building.

### **SIEC Funding Subcommittee Update—Doug Melvin**

Melvin reported that he continues to stay engaged with the Appropriation Committee as well as the delegates. He has received positive feedback on the funding that has been requested. In August the SIEC Funding Subcommittee will need to start to define specific funding needs for FY 07 and FY 08.

Melvin outlined the process by which money is awarded. Once an award is given, the Council needs to formally respond as to how and when the funding will spent. That will then drive the speed that the money is actually received.

Charboneau reported on the SIEC legislation, House Bill 1415. On March 22, 2006, there was a hearing in the House Transportation and Defense Committee. There was good representation from the Council. Nielson, Allcott, Charboneau and Pam Ahrens spoke to the Committee and answered questions for about an hour. The Committee voted to send the bill to the House floor with a “do pass” recommendation. If the bill passes the House it will be forwarded to the Governor for his signature.

### **SIEC Policy Subcommittee Update—Mark Lockwood**

Lockwood reported that the Council received some funding from National Governors Association (NGA) for interoperability. He received confirmation from the NGA that the funding could be used to pay the consultant for preparing the Request for Proposals (RFP). He had not heard back from the NGA about holding a meeting in Las Vegas in April.

### **ITRMC Adoption of P-25 Standard for State agencies—Greg Zickau**

Zickau discussed the Information Technology Resource Management Council's (ITRMC) potential adoption of Project 25 (P25) as it would apply to State agencies. He wanted to gain an understanding of the SIEC Council member's concerns and work to elevate or accommodate those concerns. He discussed the policy, technical, and business reasons that it would be a good idea to adopt P25 as the standard for new radio purchases. Because the SIEC had adopted P25, he hoped that ITRMC adopting P25 will be seen in a spirit of cooperation and collaboration as supportive of what the SIEC is doing. It was suggested that education, information of why this decision is being made, precede P25 being made a requirement.

### **IACP "Excellence in Technology Award" Recipient—Captain Don Furu via conference call**

Captain Don Furu, Pocatello Police Department, reported, via telephone conference, that the International Association of Chiefs of Police (IACP) had an award called Leadership in Technology with several different categories. The department applied for the Excellence in Technology Award. They received the award for a medium size agency. It was submitted by Pocatello Police but details the spirit of cooperation with Bannock County Sheriff's Office, Chubbuck Police Department and the 911 Board in establishing an interoperable communications system. Gordy Howell will accompany Captain Furu to Grapevine, Texas and Boston, Massachusetts to receive the award.

### **SIEC Technical Subcommittee Update—Bruce Allcott**

Allcott discussed the RFP documents, the Operational Needs and Technical Resources Assessment Project and the Design and Build Project for Statewide Radio Communications Interoperability. The Technical Subcommittee had gone through extensive reviews of the documents. The documents were then forwarded to the Council members for their review. What he expected from the Council was a motion that they were satisfied that Sparling had delivered what they were contracted to deliver.

**MOTION: Nielson made a motion that the Council is satisfied with the formatting of the documents, the way that it has been put together, that it generally covers what the Council wanted it to cover and that the Technical Subcommittee can continue to refine the documents. The motion was seconded by Roche.**

There was subsequent discussion. The question was asked if the Division of Purchasing (DOP) had reviewed the documents. Allcott explained that there had been some personnel changes in the DOP. The original document format that came from DOP is not the format currently being used. Allcott stated that he felt the Committee members could work with DOP to modify the documents to conform to current DOP standards. Collier stated that the professional services agreement with Sparling expire on March 31, 2006. Collier will work with DOP, SIEC Council members, the Technical Subcommittee and Sparling to work out the issues by March 31, 2006

**Nielson restated his motion and called for the question.**

There was subsequent discussion that certain view points about the RFP could not be discussed in a public meeting.

Nielson withdrew his call for the question.

**SUBSTITUTE MOTION: Charboneau made a substitute motion that the Council approve the RFP as the framework necessary to move forward with the understanding that there will be some final work done by the Technical Subcommittee to deal with State Purchasing requirements as well as concerns from Council members and that the contractor has fulfilled his obligations. Roche seconded the substitute motion.**

There was subsequent discussion during which Allcott asked what Charboneau perceived the next steps to be so that he knows clearly what his tasks should be as chairman of the Technical Subcommittee. Charboneau responded that he should be open for comments from the committee on particular areas of concern and take that into consideration as he drafts the final documents. Allcott asked whether or not the final draft will need to come back before the Council for approval. It was determined that before the RFP's are released the Council would approve the final version.

**The substitute motion was restated and voted on. The motion passed by a unanimous vote.**

### **Update on the Department of Administration activities—Lex Rutter**

Rutter reported that on February 24, 2006, he met with his senior staff and did a strengths, weaknesses, opportunities, threats, and planning session. On March 22, 2006, he did a similar exercise with his external clients in the state. He will put together a draft report on those meetings. During the upcoming month he will put together a three, five and ten year strategic plan that will set the future of the state radio systems. In the month of May he will convert a portion of the strategic plan into a tactical plan. The 2007 budget was set before any of the planning was started so the challenge will be to use the money they have the smartest way they can.

Rutter also reported on the Bannock County / Master Site Project. John Parker, Microwave Engineer, had been working with Bannock County. By the first week in April connectivity will be ready to bring Bannock County back across to master site. At the April SIEC meeting a demonstration of the Bannock County and Ada County systems talking to each other through the master site will be demonstrated.

### **Other business - Open Comment Period**

There was no additional business.

### **Planning for the next meeting—Chair Lockwood**

The next SIEC meeting will be held on Thursday, April 27, 2006.

### **Adjournment—Chair Lockwood**

**MOTION: Charboneau made a motion to adjourn, seconded by Phillips.**

**The motion passed by a unanimous vote.**